

Local Tobacco Prevention Strategic Planning Communities with Existing Strategic Plans

As you know, part of your work plan for SFY 2005 is to engage in a strategic planning process and submit your 3year strategic plan to DOH by December 31, 2004. If your agency already has a strategic plan for tobacco prevention and control that covers the next 3 years, you may request to waive this contract requirement by turning in your existing plan. Please complete the questions below no later than September 1, 2004 and send them electronically to your contract manager.

1. Describe the process for developing the strategic plan. Include who participated (both staff and community/agency members), what quantitative data was considered, the time period of development and how agency leadership has adopted the plan.
2. Describe how the plan is being applied in making program decisions.
3. What are the plans for updating your current plan?

Please submit an electronic copy of your strategic plan and your answers to the above questions to your contract manager for review by September 1, 2004. DOH will then review your plan and your responses and determine if any additional work needs to be completed to meet this contract requirement.